Photography, Video/Audio Recording Policy

Photographing and/or video or audio recording in <u>restricted</u> areas of the library building will not be permitted unless prior permission to do so is given by the library director or staff on duty.

Restricted areas of the library building include the staff workroom, the library director's office, the community room when it is rented by a private party or not in use for a public meeting or event, and all areas outside the windows around the Denver City Center.

In public areas, none of the above activities may be undertaken that result in an image that captures a patron's likenesses or their accessing of library materials.

Staff will terminate any photography, videotaping, or audio recording session that appears to compromise the public safety, interferes with library functions or operations, or infringes on staff members' or patrons' right to privacy. Those that refuse to comply may be asked to leave the library.

When a minor, an individual under the age of 18, is <u>participating in a library sponsored program</u>, taking photographs or videotaping requires the permission of the minor's parent or guardian.

Adopted by the Library Board of Trustees:

Date: March 8, 2021